



Memorandum

To: Members of the City of Bloomington Common Council
From: Pete Giordano, Director, Community and Family Resources Department
Date: July 16, 2008

This memo accompanies the Community and Family Resources Department's 2009 budget request. This year's budget request utilizes the 'zero based budgeting' concept in an effort to submit a budget request based on a careful consideration of the funds actually needed to support departmental activities and goals outlined in the Strategic Plan for 2009. Below I provide a short overview of our program areas, reference how the CFRD budget request reflect the strategic planning process and present the highlights of our 2009 budget request.

The budget request is also developed with a view toward addressing the 4Cs as described in the Strategic Plan. Our work is focused primarily in the areas of Community Collaboration, Community Condition and Community Character. We join forces with community groups such as County government, local nonprofits, businesses and educational institutions as well as other City departments to address a broad range of issues that impact the human condition as well as enhance and celebrate what is special about Bloomington.

We achieve this by developing and maintaining relationships with key partners in the city to seek new collaborative opportunities. The department provides programs, amenities and services that result in a safe, civil and healthy community with many opportunities for civic engagement and volunteerism. By addressing community-related issues and partnering strategically with effective community organizations, CFRD is able to contribute to the City's broad-based and comprehensive effort to improve the quality of life for all residents.

Program Areas

City of Bloomington Volunteer Network - The CBNV collaborates with individuals, nonprofit organizations, and businesses, communities of faith, Indiana University and Ivy Tech State College to create a network of volunteers to address community issues, promote volunteerism and build on community assets.

Healthcare Projects - The Healthcare Projects area assesses and addresses healthcare needs in the community. The Healthcare Projects Coordinator partners with community agencies and organizations to address access to healthcare in the community, community wellness and screenings, and children's health issues.

Safe and Civil City Program - The Safe and Civil Program is an innovative program that promotes safety and civility in the Bloomington and Monroe County community. The Safe and Civil City Program collaborates with social service, community and law enforcement agencies as well as citizen groups, Indiana University and other City departments to address diversity, civic engagement and civility issues.

Special Projects/Commissions – This program provides staff support to the Council for Community Accessibility, Commission on Status of Women, Commission on the Status of Black Males and the Dr. Martin Luther King Jr. Birthday Celebration Commission. All of these commissions deal with human rights and equality issues.

Values and Goals

The CFRD budget request is grounded in the City's Strategic Plan and is intended to reflect the Values and Goals listed below:

Values

- Uncompromising customer service in the delivery of City services.
- A strong sense of community connection.
- Community diversity as a source of strength.

Service Goals

- Recognize the value of Bloomington's unique character and act to preserve, enhance, and promote it.
- Position Bloomington as a premiere destination for residents and visitors of all ages, cultures, races, and sexual orientations.
- Be a safe and civil city where residents can live with peace of mind.
- Ensure an open, approachable and interactive government where citizens are part of the decision making process.
- Inspire, equip, and mobilize people to take action through civic engagement, public involvement, and volunteerism.
- Exemplify collaboration by forging mutually productive relationships that maximize innovation, resources, talents and dollars.

Legal Budget

The 2009 CFRD Legal Budget request is outlined below. After an overview of the overall budget request and some general comments on the issues driving the needs, I highlight the line items which have increased in this year's budget request.

The total CFRD budget request for 2009 in total is \$698,006, which represents an increase of \$42,488. This increase is due largely to increases in Category 1 - Personal Services, and an increase of \$14,248 in Categories 2 and 3.

In addition to more accurately basing this year's request on actual needs for 2009, the changes being requested are being driven by two factors: the need to budget specifically for some costs that are currently unfunded and the need to provide increases in some lines to address areas in which costs have increased over the years while budget lines in many cases have remained static. In past budget years, we have needed to cover these costs in unfunded areas by moving funds from other line items resulting in a displacement effect of reducing the availability of funds for programs and events.

Line Item Increases

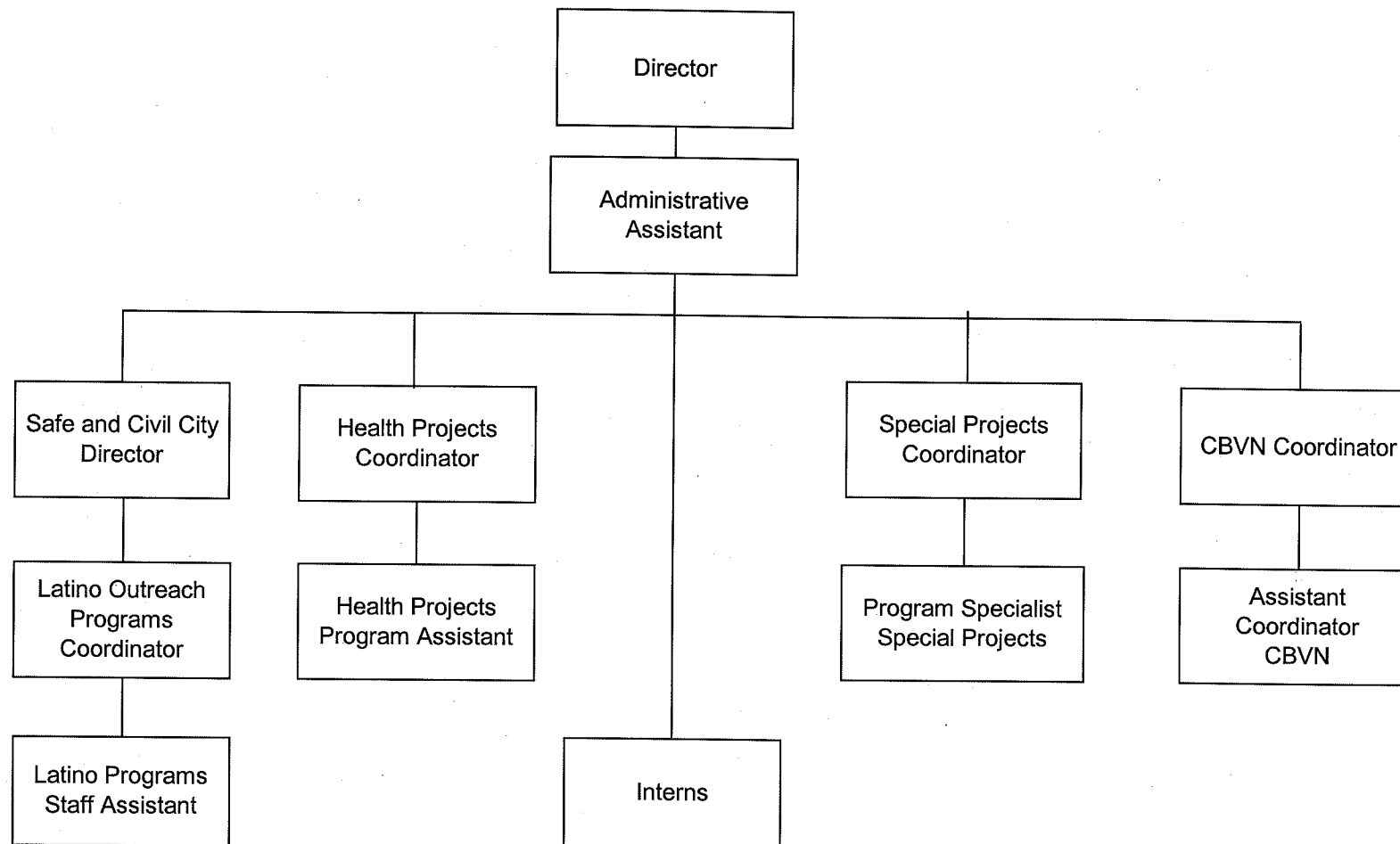
Category 2 - Supplies: This year we are requesting a total of \$11,609 in this category. Funding is requested in Office Supplies - \$3,832 and Other Supplies - \$7,777. This request is an increase of \$500 in each line to cover increased costs we have seen for items purchased out of these lines over the years.

Category 3 - Other Services and Charges: We are requesting a total of \$38,445 in Category 3, which is an increase of \$13,248. An area I'd like to mention in particular is a request of \$15,000 to support Grants activities, which is an increase of \$6,350. This will cover event-related costs of the more than 40 events we sponsor, implement or collaborate on each year and will participate in during 2009.

Closing

This budget request is designed to be reality based and frugal in requesting those funds needed to continue our service to the community and to fund new efforts for the 2009 budget year. We have utilized the 'zero based budget' concept and also formulated our budget request to reflect the strategic planning effort as well as tying our budget request to the department's work in addressing the 4Cs. I appreciate the Council's consideration of our request.

COMMUNITY & FAMILY RESOURCES



Community and Family Resources 2008 Budget vs. 2009 Budget

Budget Allocation	2008 Budget			2009 Budget			\$ Change
	General Fund	Other Funds	Total	General Fund	Other Funds	Total	
100 - Personal Services	619,712	0	619,712	648,219	0	648,219	28,507
200 - Supplies	10,609	0	10,609	11,609	0	11,609	1,000
300 - Other Services	25,197	31,700	56,897	38,445	31,700	70,145	13,248
400 - Capital Outlays	0	0	0	0	0	0	0
Total	655,518	31,700	687,218	698,273	31,700	729,973	42,755

Employees	2008 Budget	2009 Budget	# Change
Regular	10.00	10.00	0.00
Temporary	0.00	0.00	0.00
Total	10.00	10.00	0.00

Department: Community and Family Resources		2007	2007	2008	2009	\$	%
Fund: General (101-09-00000-5)		Budget *	Actual	Budget **	Request	Change	Change
* Budget amounts include all appropriations approved. ** Budget amounts include appropriations approved through June 30th.							
1 PERSONAL SERVICES			FTE:	10.000	10.000		
11 Salaries & Wages							
1110 Salaries & Wages - Regular	432,156	414,034	453,939	476,292	22,353	4.92%	
1120 Salaries & Wages - Temporary	8,500	21,529	13,000	13,000			
1130 Salaries & Wages - Overtime							
12 Employee Benefits							
1210 FICA	33,710	32,235	35,721	37,431	1,710	4.79%	
1220 PERF	44,296	42,439	47,664	51,201	3,537	7.42%	
1230 Health Insurance	62,980	62,980	63,610	64,250	640	1.01%	
1240 Unemployment Compensation	2,463	2,463	4,368	4,635	267	6.11%	
1250 New Officer Medicare							
1260 Clothing Allowance							
1270 Police PERF							
1280 Fire PERF							
13 Other Personal Services							
1310 Other Personal Services	1,580	1,580	1,410	1,410			
TOTAL - CATEGORY 1:	585,685	577,261	619,712	648,219	28,507	4.60%	
2 SUPPLIES							
21 Office Supplies							
2110 Office Supplies	3,332	4,860	3,332	3,832	500	15.01%	
22 Operating Supplies							
2210 Institutional & Medical							
2220 Agricultural Supplies							
2230 Garage & Motor Supplies							
2240 Fuel & Oil							
23 Repair & Maintenance Supplies							
2310 Building Materials & Supplies							
2320 Motor Vehicle Repair							
2330 Street, Alley & Sewer Materials							
2340 Other Repairs & Maintenance							
24 Other Supplies							
2410 Books							
2420 Other Supplies	7,277	5,702	7,277	7,777	500	6.87%	
2430 Uniforms and Tools							
TOTAL - CATEGORY 2:	10,609	10,562	10,609	11,609	1,000	9.43%	
3 OTHER SERVICES & CHARGES							
31 Professional Services							
3110 Engineering & Architectural							
3120 Special Legal Services							
3130 Medical							
3140 Exterminator Services							
3150 Communications Contract							
3160 Instruction				1,500	1,500		
3170 Mgt. Fees, Consultants & Workshops	2,970	2,968	2,970	2,970			
32 Communication & Transportation							
3210 Telephone	488	101	198	125	-73	(36.87%)	
3220 Postage	74		74		-74	(100.00%)	
3230 Travel		882		1,500	1,500		
3240 Freight/Other							
3250 Pagers							
33 Printing & Advertising							
3310 Printing	8,808	9,025	4,950	7,000	2,050	41.41%	
3320 Advertising							

Department: Community and Family Resources		2007	2007	2008	2009	\$	%
Fund: General (101-09-00000-5)		Budget *	Actual	Budget **	Request	Change	Change
34	Insurance						
	3410 Liability & Casualty Premiums						
	3420 Worker's Comp. & Risk Admin.						
35	Utility Services						
	3510 Electrical Services						
	3520 Street Lights/Traffic Signals						
	3530 Water & Sewer						
	3540 Natural Gas						
36	Repairs & Maintenance						
	3610 Building						
	3620 Motor						
	3630 Machinery & Equip. Repairs & Maint.						
	3640 Hardware & Software Maintenance			2,500	2,500		
	3650 Other Repairs & Maintenance						
37	Rentals						
	3710 Land						
	3720 Building						
	3730 Machinery & Equipment						
	3740 Hydrant Rental						
	3750 Other						
38	Debt Service						
	3810 Principal						
	3820 Interest						
	3830 Bank Charges						
	3840 Lease Payments						
39	Other Services & Charges						
	3910 Dues & Subscriptions	248	560	248	600	352	141.94%
	3920 Laundry & Other Sanitation Serv.						
	3940 Temporary Contractual Employment	2,500	3,974	2,500	3,750	1,250	50.00%
	3950 Landfill Fees						
	3960 Grants	8,000	3,300	8,650	15,000	6,350	73.41%
	3970 Mayor's Promotion of Business						
	3980 Community Access TV/Radio						
	3990 Other Services and Charges	3,107	4,824	3,107	3,500	393	12.65%
	3991 3991 Crime Control						
TOTAL - CATEGORY 3:		26,195	25,634	25,197	38,445	13,248	52.58%
4 CAPITAL OUTLAYS							
41	Land						
	4110 Land Purchase						
42	Buildings						
	4210 Building Purchase						
43	Improvements Other Than Building						
	4310 Improvements Other Than Bldg.						
44	Machinery & Equipment						
	4410 Lease-purchase						
	4420 Purchase of Equipment						
	4430 Furniture & Fixtures						
	4440 Motor Equipment						
	4450 Equipment - ITS Capital Replacement						
45	Other Capital Outlays						
	4510 Other Capital Outlays						
TOTAL - CATEGORY 4:							
TOTAL - ALL CATEGORIES:		622,489	613,456	655,518	698,273	42,755	6.52%